

WITCHAM PARISH COUNCIL



CLERK:

*Mrs S J Bell
17 Astley Close, Sutton
ELY, Cambs CB6 2PG
Tel: 01353 778147*

To All Members of the Council

MEMBERS: 6 QUORUM: 3

**Members are summoned to attend a Meeting of the
Parish Council to be held on Wednesday 4 February 2026
at 7.30 pm in the Village Hall, Witcham,
for the purpose of transacting the following business:**

A G E N D A

- 26/019 To receive and accept any apologies for absence.
- 26/020 To receive declarations of interest from Councillors in respect of any items on this agenda in accordance with the Council's Code of Conduct.
- i) Pecuniary interests.
 - ii) Personal interests.
 - iii) Prejudicial interests (and to inform the Chairman if they wish to speak on the matter during public participation).
- 26/021 Dispensations:
To note any new Dispensations granted: Nil.
- 26/022 To note monthly reports from County and District Councillors. (to follow)
- 26/023 Public Participation
To allow up to 15 minutes for any members of the public, and Councillors declaring the existence and nature of a prejudicial interest, to address the meeting in relation to the business to be transacted at this meeting.
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. (3 minutes each to combined maximum of 15 minutes total for this agenda item (Standing Orders 3f) and 3g)).
Chairman to close meeting to public.
- 26/024 To approve and sign the minutes and confirm agenda of meeting of 14 January 2026
- 26/025 Matters arising from previous minutes **(for information only)**.

- 26/026 Finance and Administration Matters
Exclusion of Press and Public
To consider whether under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the special and confidential nature of the business about to be transacted at Agenda Items 26/026a) to 26/026c) listed below, it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw.
- a) To discuss Deed of Right of Way and Parking for Village Hall. (Meeting to be opened for discussion with representatives of Village Hall Committee) Village Hall representatives to leave meeting.
 - b) To resolve actions for executing Deed of Right of Way and Parking for Village Hall.
 - c) To receive, approve and sign on RSPB Lease.
- Chairman to re-open meeting to the public.
- d) To approve receipts and payments for February 2026. (to follow).
 - e) To review Council's Annual Risk Assessment for 2025/6 and AGAR requirements. (to follow)
 - f) To discuss arrangements for Annual Parish Meeting and Annual Report.
- 26/027 To receive suggestion from resident regarding autumn event. (Circulated 28.1.26)
- 26/028 Recreation Ground and Cemetery Matters
To receive monthly report on weekly inspections of play equipment and recreation ground (MH).
- 26/029 Highways and Streetlighting
- a) To note any items reported to Highways Authority.
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>
 - b) To receive report regarding meeting with Highways 2.2.26 (MH)
 - c) To receive and note monthly speed data reports (MH)
 - d) To consider request for planting of trees Wardy Hill/Witcham boundary by Wardy Hill Tree Warden (circulated 28.1.26)
- 26/030 Witcham Events Committee
- a) To receive and consider application from Witcham Events Committee for use of recreation ground for Annual Easter Egg Hunt on 29 March 2026.
 - b) To receive update on proposed installation of table-tennis table on recreation ground, telephone box, village name signs.
- 26/031 Correspondence
To receive and note the following items of information/interest and invites (previously circulated):
CCC Local Dial a Ride and Community Transport Services and MiDAS (Minibus Driver Assessments and Training)
ECDC Agendas and Minutes Audit, Planning, Finance, Operation Service Committees
ECDC Press releases Littleport Bank (listed), Wilburton Community Shop, Flytipping Wilburton, Public Spaces Protection Order – antisocial driving.
NALC newsletter and events
East Cambs Parish and Community Forum meetings
Cambs ACRE Staying In Touch Newsletter.
- 26/018 Date of next meeting: 11 March 2026

SJBell

SJ Bell
CLERK/RFO
28.1.26

Applications for Dispensations must be submitted to the Clerk on the application form at least 4 days prior to the meeting.

NOTES:

Members of the public are welcome to attend this meeting and there is provision for public participation. Details may be obtained from the Clerk or Chairman prior to commencement of the meeting.

If the Council wishes to exclude the public and press from the meeting a resolution in the following terms will be passed:

"It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that as publicity would be prejudicial to the public interest by reason of the (*special*) (*confidential*) nature of the business about to be transacted at Agenda Item (*No*) namely (*state subject listed*) it is advisable in the public interest that the public and press be temporarily excluded from this meeting and they are herewith instructed to withdraw. (*Mr/Mrs/Cllr*) to be invited to remain." (as applicable)

Code of Conduct para 12(2) 'If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after the first item of the Agenda.

The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest".